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1 March 1982

MEMORANDUM FOR: Executive Secretary, NFIB

FROM:



SUBJECT: Systematic Review of Documents Created by
NFIB and Predecessor Organizations

1. As [redacted] of this office explained in her telephone conversation with you on 19 February, officers of the Classification Review Division occasionally find IAC or USIB documents in various Agency record groups. These are of the correspondence type, not interdepartmental finished intelligence such as estimates, for which we have already established interagency coordination procedures. Heretofore we have been stamping these documents to indicate merely that we do or do not object to their declassification -- generally the same treatment accorded another agency's document or one of our own with specific input from another agency.

2. The problem with this procedure is that these documents will remain in the file without final action until some community-wide coordinating procedure is established. Recently, we have been encountering USIB documents more frequently, prompting us to look more closely at our previous practices. We can, of course, send copies of these documents to you for a classification decision, but this will increase your workload. Also, holding the unfinished material until we receive your reply will overload our very limited classified storage facilities. We propose, therefore, to send you copies of the USIB documents as we encounter them, along with our recommended classification action. We hope that, after you and the Board review several such examples, you will authorize CRD to act on the Board's behalf, thus relieving you of the burden of constant referrals.

3. CRD was established four years ago to perform this systematic review function centrally for the entire Agency, and we feel competent to do this for NFIB as well. Our review officers are drawn from all parts of the Agency and generally have over 20 years experience, much of it interacting with other members of the Intelligence Community. The Division as a whole encompasses a wide range of expertise from which the individual officers may gain help or advice as needed.

Unclassified when
Separated from
Attachment

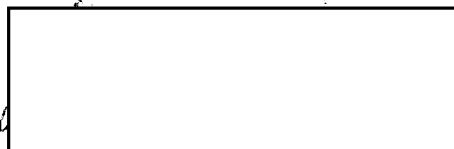
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4. As a first example, we are attaching a USIB memorandum of 18 April 1962. In this particular instance, the document is part of a file that is being treated as a single "case," and the reviewing officer proposes to downgrade the entire folder to CONFIDENTIAL if you will permit the attached to be downgraded.

5. We appreciate your help in putting [] in touch with the chairmen of the Economic Intelligence Committee and the Scientific and Technical Intelligence Committee. The latter has already authorized CRD to act on its material, and the former appears favorably disposed to do so.

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Attachment:

Memorandum USIB-D-28.4/4
dtd 18 April 1962

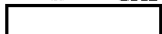
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